

DEPARTMENT OF ENVIRONMENTAL PROTECTION  
Bureau of Land and Water Quality

FOR DEP USE

#L- \_\_\_\_\_

Date Received \_\_\_\_\_

**TRANSFER APPLICATION  
FOR STORMWATER PROJECTS**

This form shall be used for the transfer of permit authorization. There is no fee for transfer of stormwater projects.

(Please type or print)

**New Applicant:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Contact or Agent: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone/E-mail: \_\_\_\_\_

**Current Permittee:** Existing DEP Permit Number: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Contact or Agent: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Location of Activity**

Name of Project: \_\_\_\_\_

Municipality or Township: \_\_\_\_\_ County: \_\_\_\_\_

UTM Northing (if known): \_\_\_\_\_ UTM Easting (if known): \_\_\_\_\_

GPS Coordinates (if known) Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

**NOTE:** All supporting documents summarized below must be attached to this form and sent to the nearest appropriate DEP Office located as follows:

Bureau of Land and Water Quality 17 State House Station Augusta, ME 04333 Tel: (207) 287-2111	Bureau of Land and Water Quality 312 Canco Road Portland, ME 04103 Tel: (207) 822-6300	Bureau of Land and Water Quality 106 Hogan Road Bangor, ME 04401 (207) 941-4570
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## **REQUIRED INFORMATION**

1. Provide a breakdown of costs for any unfinished construction and for project operation. These must include costs resulting from compliance with the Board or Department Order.
2. Provide evidence of the availability and commitment of funds sufficient to complete any unfinished project construction and to operate the project as approved. Submit one of the following three:
  - a. a letter of commitment from a financial institution or funding agency for a specified amount of funds and their use, or
  - b. the most recent corporate annual report and supporting documents indicating sufficient funds to finance the development, or
  - c. copies of bank statements or other evidence indicating availability of the unencumbered funds, when the developer will personally finance the project.
3. Provide a narrative describing new applicant's technical ability to complete or maintain this development.
4. Provide a complete copy of the deed, lease, purchase option or other documented evidence of the new applicant's title, right or interest in the development.
5. If new applicant is a registered corporation, provide either a *Certificate of Good Standing* (available from the Secretary of State) or a statement signed by a corporate officer affirming that the corporation is in good standing.
6. Provide evidence of compliance with all public notice requirements (see attached Public Notice Requirements and Certification of Publication).

NOTE: All required information summarized above must be attached to this form and sent to the DEP Office listed on this application form.

By signing this application, the current permittee certifies that he or she agrees to the transfer of his or her permit to the new applicant named on this form.

\_\_\_\_\_  
Signature of Current Permittee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
Title

By signing this application, the new applicant certifies he, she or it is familiar with the DEP project file and will comply with the Board or Department Order being transferred, including all existing amendments to the order and all attached conditions.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
Title

### **PUBLIC NOTICE REQUIREMENTS**

The Department requires that an applicant provide public notice describing the location and nature of the activity proposed for approval. The public notice requirements that apply to this application are described in the Certification of Publication below, which must be signed and dated by the applicant or authorized agent.

The following information must be submitted with this form:

A copy of a completed Notice of Intent to file.

A list of abutters to whom the notice was provided. (For purposes of public notice of this application, an "abutter" is any person who owns property that is both (1) adjoining and (2) within 1 mile of the delineated project boundary, including owners of property directly across a public or private right of way.)

### **CERTIFICATION OF PUBLICATION**

By signing below, the applicant (or authorized agent) certifies that he or she has:

1. Published a Notice of Intent to File once in a newspaper circulated in the area where the project site is located, within 30 days prior to filing the application.
2. Sent a completed copy of the Notice of Intent to File by certified mail or Certification of Mailing to abutters, as determined by local tax records or other means, within 30 days prior to filing the application; and
3. Sent a copy of the Notice of Intent to File by certified mail or Certificate of Mailing and filed a duplicate of this application with the town clerk of the municipality(ies) where the project is located, within 30 days prior to filing the application.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and title of applicant

If signature is other than that of the applicant, attach letter of agent authorization signed by the applicant.

**PUBLIC NOTICE:  
NOTICE OF INTENT TO FILE**

Please take notice that

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*(Name, Address and Phone of Applicant)*

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is intending to file a Site Location of Development Act permit application with the Maine Department of Environmental Protection pursuant to the provisions of 38 M.R.S.A. §§ 81-490 on or about \_\_\_\_\_

*(anticipated filing date)*

The application is for

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*(description of the project)*

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at the following location:

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*(project location)*

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A request for a public hearing or a request that the Board of Environmental assume jurisdiction over this application must be received by the Department, in writing, no later than 20 days after the application is found by the Department to be complete and is accepted for processing. A public hearing may or may not be held at the discretion of the Commissioner or Board of Environmental Protection. Public comment on the application will be accepted throughout the processing of the application.

For Federally licensed, permitted, or funded activities in the Coastal Zone, review of this application shall also constitute the State's consistency review in accordance with the Maine Coastal Program pursuant to Section 307 of the federal Coastal Zone Management Act, 16 U.S.C. §1456. (Delete if not applicable.)

The application will be filed for public inspection at the Department of Environmental Protection's office in *(Portland, Augusta or Bangor)*(circle one) during normal working hours. A copy of the application may also be seen at the municipal offices in

\_\_\_\_\_, Maine.  
*(town)*

Written public comments may be sent to the Department of Environmental Protection, Bureau of Land and Water Quality, 17 State House Station, Augusta, Maine 04333-0017.